

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Public Works	(2) MEETING DATE 8/23/2016	(3) CONTACT/PHONE Bob Mahrt, Associate Capital Project Coordinator (805) 781-4396	
(4) SUBJECT Request to approve Contract Change Order No. 3 to the agreement with Corner Keystone Construction, in the amount of \$3,263, for the "GSA-GS-Replace Windows at Various Locations Project." Districts 3 and 4.			
(5) RECOMMENDED ACTION It is recommended that the Board: 1. Approve Contract Change Order No. 3 to the agreement with Corner Keystone Construction, in the amount of \$3,263.53 for the "GSA-GS-Replace Windows at Various Locations Project," Contract Number WBS 350108; and 2. Authorize the Director of Public Works, or his designee, to process the Change Order to the Agreement.			
(6) FUNDING SOURCE(S) General Fund	(7) CURRENT YEAR FINANCIAL IMPACT Estimated Project Cost = \$299,400.00	(8) ANNUAL FINANCIAL IMPACT N/A	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ____ ) <input type="checkbox"/> Board Business (Time Est. ____ )			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input checked="" type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR)  19001686		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A <input checked="" type="checkbox"/> 4/5 Vote Required <input type="checkbox"/> N/A	
(14) LOCATION MAP Attached	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A    Date: _____	
(17) ADMINISTRATIVE OFFICE REVIEW David E. Grim			
(18) SUPERVISOR DISTRICT(S) District 3 District 4			

Reference: 16AUG23-C-4

## County of San Luis Obispo



TO: Board of Supervisors

FROM: Public Works  
Bob Mahrt, Associate Capital Project Coordinator

VIA: Jeff Lee, Project Manager  
Dave Flynn, Deputy Director of Public Works

DATE: 8/23/2016

SUBJECT: Request to approve Contract Change Order No. 3 to the agreement with Corner Keystone Construction, in the amount of \$3,263, for the "GSA-GS-Replace Windows at Various Locations Project." Districts 3 and 4.

### **RECOMMENDATION**

It is recommended that the Board:

1. Approve Contract Change Order No. 3 to the agreement with Corner Keystone Construction, in the amount of \$3,263.53 for the "GSA-GS-Replace Windows at Various Locations Project," Contract Number WBS 350108; and
2. Authorize the Director of Public Works, or his designee, to process the Change Order to the Agreement.

### **DISCUSSION**

In June 2015, under Informal Bid #3706-15, the County advertised a project to furnish and install replacement windows at the Arroyo Grande Veteran's Hall, as well as the Public Health building, and the Agricultural Commission building in San Luis Obispo. On August 18, 2015, the County Purchasing Agent awarded a contract in the amount of \$57,700 to Corner Keystone Construction to implement the project. Per County policy, the contract has a ten percent (10%) change order allowance in the amount of \$5,770 for a total contract amount of \$63,470.

Contract Change Orders Nos. 1 and 2 addressed unforeseen but necessary work in order to complete the original project. During construction it was determined that several windows, not scheduled for replacement, had deteriorated beyond repair and needed to be replaced. Additionally, these areas contain hazardous materials which requires removal and abatement. The cost of this extended work scope has been included under Change Order No. 3. However, if executed, Change Order No. 3 will exceed the allowable contract amount and therefore requires Board approval.

Under Public Contract Code Section 20142 and based on the size of the contract award amount for this project, it is required that the Board approve change orders when they exceed an aggregate total of \$5,770. The total cost for Change Orders Nos. 1, 2 and 3 is \$7,697.44 which exceeds the statutory change order limit by \$1,927.44.

Contract Change Order (CCO) work is as follows:

CCO No.	Description	Status	Estimated Cost
1	Relocate modular furniture for access to window installation	Approved	\$2,801.20
2	Furnish and install two additional ceiling fans and electrical wiring	Approved	1,632.71
3	Additional window repairs/asbestos abatement at the Public Health Offices (proposed)	Pending	3,263.53
		<b>Total</b>	<b>\$7,697.44</b>

### **OTHER AGENCY INVOLVEMENT/IMPACT**

The staff and users affected by this change order include Public Health, Agricultural Commissioner, and Farm Advisor. Communication continues with each of these Departments in an effort to minimize disturbance while completing the project in a timely fashion.

### **FINANCIAL CONSIDERATIONS**

The project is funded from the County General Fund, as is shown on attached Exhibit "A", the project is significantly under budget and with the authorization of the additional Change Order allowance, there will still be a significant portion of the budget remaining to be returned to the General Fund.

### **RESULTS**

Approval of today's recommended action will provide direction and resources necessary to complete the project and provide greater comfort for the staff and occupants at the County facilities; thereby contributing to a safe, healthy and well-governed community.

### **ATTACHMENTS**

1. Vicinity Map
2. Exhibit A – Project Budget Summary
3. Contract Change Order No. 3

File: WBS 350108

Reference: 16AUG23-C-4

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